



DeKalb County Government



Lee May
Interim CEO

Board of Commissioners

Elaine Boyer

District 1

Jeff Rader

District 2

Larry Johnson

District 3

Sharon Barnes Sutton

District 4

Lee May

District 5

Kathie Gannon

District 6

Stan Watson

District 7



Benita C. Ransom, SPHR
Human Resources & Merit System Director
404.687.3588

Prepared by Human Resources Department - August, 2013



DeKalb County Executive Search

Fire Rescue Chief
\$150, 000+



DeKalb County

Overview

DeKalb County is Georgia's third largest county with approximately 700,000 residents calling it home. The geographical area of the County covers approximately 271 square miles consisting of a portion of Atlanta; the cities of Avondale Estates, Chamblee, Clarkston, Decatur, Doraville, Dunwoody, Lithonia, Stone Mountain and Tucker; and several unincorporated areas. Four major interstates and the Metropolitan Atlanta Rapid Transit Authority (MARTA) are easily accessible for commuting.

Business and Education Hub

DeKalb is the headquarters of some of the county's most prominent businesses and organizations including the Center for Disease Control, the only federal agency based outside of Washington, DC; the Yerkes Primate Center; American Cancer Society and Emory University's Rollins Research Center. Emory University, one of the new Ivy League Schools of the South, and Agnes Scott College, a top women's liberal arts college in the country, are located in DeKalb.

Growing International Community

DeKalb has emerged as one of Georgia's most culturally diverse communities. More than 64 languages representing Asian, Hispanic, European and African cultures are spoken here. The County also has become a home for African, Iraqi and Latino asylum seekers displaced by war or turbulent political circumstances.

Natural Wonders

One of DeKalb's most well-known attractions is Stone Mountain Park, home to the world's largest free-standing piece of exposed granite and the world's largest relief sculpture. Another natural attraction is Davidson Arabia Mountain Nature Preserve, 2,000 acres of granite outcrop, wetlands, pine and oak forests, streams, and a lake.

Government Structure

The Chief Executive Officer (CEO) is the County's top elected official. The County has 45 departments with most department heads reporting to the CEO through the Chief Operating Officer (COO). Like other county governments, there is a Board of Commissioners (BOC) that comprises the legislative branch, a court system that is the judicial branch, and other elected officials and constitutional officers.

The County's Tax Fund Budget is approximately \$560 million, with a total annual budget of over \$1 billion, not including capital appropriations. The principal sources of the general fund budget are property and sales taxes.

Fire Rescue Chief

Ideal Candidate

DeKalb County Government has an exciting opportunity for an innovative, progressive, highly qualified and experienced leader to become its next Fire Rescue Chief. The new Chief will be a strategic, results-oriented individual with leadership experience in the fire suppression field. The ideal candidate will have progressive vision, long-term thinking, superior analytical abilities and outstanding communication skills. Specific knowledge of what it takes to lead, manage and champion a major fire department is critical.

The new Fire Rescue Chief must convey a strong command presence and possess in-depth knowledge of all aspects of the profession which includes staying current on recent trends and best practices, the ability to work collaboratively with elected and appointed officials, and working effectively within an economically and culturally diverse community.

Fire Rescue Department Structure

The DeKalb County Fire Rescue Department was formed in 1937 in Decatur, Georgia. Today, the department consists of 623 sworn personnel and 25 civilians and serves as a model for other departments throughout the nation. The Department has 26 stations that respond to over 95,000 emergency calls per year, providing service to over 700,000 citizens, ranking it as the 28th busiest fire rescue department in the country. Two Deputy Chiefs and three Assistant Chiefs, under the direction of the Fire Rescue Chief, oversee operations, administrative services, emergency management and the Fire Marshal's Office.

Position

The Fire Rescue Chief is responsible for coordinating emergency fire rescue services including fire suppression, prevention, hazardous materials mitigation, inspection, arson investigation, training, and emergency medical and disaster services. Specific duties include managing a budget of approximately \$60M; evaluating the adequacy of existing personnel, facilities, and equipment, and recommending the appropriate replacement, alteration and additions; reviewing and interpreting County ordinances and fire codes; promoting positive public relations and maintaining a close relationship with the community; and representing Fire Rescue at all Board of Commissioner meetings.

Minimum Requirements

Bachelor's degree in Fire Science, Public Administration or a related field; fifteen years of experience in Fire and/or Emergency Medical Services or a related field, five of which must have included managerial experience in a similar sized jurisdiction or agency. Must possess and maintain a valid Georgia driver's license. State Firefighter certification must be obtained within one year of employment.

Resumes will be held in strict confidence and
should be submitted to:

Brian Davis

Human Resources Generalist

Email: bmdavis@dekalbcountyga.gov

Phone: 404.371.2286

Compensation and Benefits

Compensation: The salary for the Fire Rescue Chief is **\$150,000 or more**, depending on the experience and qualifications of the selected candidate. The successful candidate will also receive a competitive fringe benefit package as stated below.

Pension Plan: DeKalb County provides a defined pension benefit plan.

Health and Dental Care: Health care plans include traditional HMO, PPO & HSA. Dental and vision insurance are additional optional benefits.

Basic Life Insurance: Benefits are 2.25 times an employee's annual salary rounded up to the next \$1000.

Flexible Spending Account Plan (FLEX): Flex spending works with other benefits to save the employee money.

Employee Assistance Program (EAP): Serves employees and their household members who experience personal problems.

Deferred Compensation: County employees are provided the option of supplementing their retirement with tax-deferred savings, through payroll deductions in a deferred compensation program.

Credit Union: Peach State Credit Union offers a variety of credit union services.

Holidays: DeKalb observes 10 holidays.

Paid Leave: DeKalb County offers 13 days sick leave and a minimum 15 days of annual leave per year.

Relocation: Housing and moving cost reimbursement directly attributable to relocation is negotiable.

